

H. Keys and Remotes

Residents are responsible for the proper use of all University issued keys (including card keys) and remotes. Duplication and lending of a University key/remote is strictly forbidden. Lost keys/remotes should be immediately reported to the Office of Residence Life. A fee will be assessed for the cost of the cylinder and the total number of replacement keys or to replace and reprogram a remote. Loaning or duplication of an assigned key/remote, and failure to immediately report a lost or stolen key/remote, may result in disciplinary action. Residents locked out of their rooms more than twice per semester due to failure to carry their keys/remotes with them, will be charged a room entry fee.